



2009 Junior Zookeeper Program

JZK Mission Statement:

The Mission of the Junior Zookeeper Program is to provide the opportunity for area youth to gain firsthand experience and knowledge in the field of exotic animal care while working to further the mission of the Columbian Park Zoo.

About the Program

The Junior Zookeeper (JZK) program is designed for students ages 14-17 who have a desire to learn about how zoos care for and maintain their animal collections. Students will learn and develop the skills needed to pursue a career in animal care by assisting qualified staff in the daily husbandry needs of our animals. As a structured volunteer program, JZK participants will be trained on certain tasks that they will assist with during the duration of the summer. Students will be assigned a summer schedule outlining their work hours, and will be able to participate in many of the tasks that provide a service to zoo patrons.

2009 Important Dates

If selected to participate as a 2009 Junior Zookeeper, the following dates should be added to your calendar. These dates reflect **mandatory** training sessions and events that all JZKs must attend. The overnight trip to another zoo is the only optional event that does not require attendance.

March 2 nd	5:00pm	Application Deadline	
March 7 th	2:00-5:00pm	Group Interview	Rush Pavilion
March 9-11 th	2:45-5:45pm	Individual Interviews	Education Classroom
April 18 th	1:00 - 2:30pm	Parent/Participant Meeting	Rush Pavilion
April 25 th	9:00am – 12:00pm	Training Session One	Boathouse Basement
May 2 nd	9:00am – 4:00pm	Training Session Two	Boathouse Basement
May 16 th	9:00am – 4:00pm	Training Session Three	Boathouse Basement
May 30 th	9:00am – 4:00pm	Training Session Four	Boathouse Basement
June 1 st		Work Shifts Begin	
July 25 - 26 th		Overnight Trip to a Nearby Zoo and Amusement Park	
August 9 th		Last Day for Regular Work Shifts	

What we are looking for in a Junior Zookeeper

The Junior Zookeeper Candidate will be:

1. Trustworthy, reliable and responsible
2. Able to present a neat and well-groomed appearance
3. Able to accept supervision of adults
4. Courteous to his/her peers, the public, volunteers and staff
5. Willing to learn new skills and get his/her hands dirty
6. Comfortable working with patrons of all ages
7. Able to work out-of doors during summer weather
8. Able to attend the **mandatory** group interview on March 7th
9. Able to attend an individual interview as scheduled at the group interview
10. Able to attend **ALL** training sessions held throughout April and May
11. Able to donate a minimum of 75 hours from June 1st through August 9th, 2009
12. Supportive of Columbian Park Zoo's mission

Junior Zookeepers, once they have completed the assigned training sessions, will be able to do the following tasks in accordance with their tier qualifications:

1. Assist with the feeding, cleaning and daily care of the animal collection *
 2. Assist with light landscaping and exhibit maintenance
 3. Assist in the classroom with the education programs, such as summer camps
 4. Learn animal handling skills and present small animals to various audiences *
 5. Present bio-facts and animal information as exhibit interpreters
 6. Interact with the public by answering questions about the animals and their positions as Junior Zookeepers
 7. Inform our patrons about the mission of Columbian Park Zoo
 8. Attend an overnight trip to a large metropolitan zoo and amusement park
- * JZKs will be performing **non-dangerous zoo keeping** tasks including cleaning a variety of animal enclosures, grooming and exercising animals, preparing animal diets, creating enrichments and conducting animal observations.

Work Schedules

Summer work schedules will be assigned by May 16th, with work sessions beginning the week of June 1st, 2009. Each student is expected to volunteer two work shifts per week. Work shifts are 4 hours long, as follows; 8:00am-12:00pm, 12:00-4:00pm, and 3:00-7:00pm. Shifts take place seven days a week.

Program Dues

New Junior Zookeepers - \$75

Returning Junior Zookeepers - \$60

These dues will be applied toward the cost of class materials, a t-shirt, the overnight field trip and other JZK activities and expenses. Dues must be paid at the parent/participant meeting on April 18th, 2009. **Checks should be made payable to Friends of Columbian Park Zoo (FOCPZ). Dues are non-refundable.**



For the Parents/Guardians of JZK Applicants

Please read and discuss the information in this packet with your child before filling out the application form that follows. **MAKE SURE** that your child is willing to participate in this program. JZKs may get dirty, sweaty and tired, but they will have a fun, rewarding experience. This program is a great way for students to get involved in the wildlife/zoo profession and find out if this is something they want to explore in their future. Participation is limited for this program, so only serious candidates should apply.

Parent/Guardian Requirements

Parents/Guardians of the Junior Zookeeper Candidate must:

1. Be able to attend the initial parent/participant session with their child on April 18th.
2. Ensure their child has reliable transportation to and from all JZK meetings, events and work shifts.
3. Ensure that their child will present a neat and well-groomed appearance.
4. Be able to provide their child with the proper attire as prescribed during the parent/participant meeting and in accordance with the zoo's policies.
5. Allow their children to donate a minimum of 75 hours during the summer.
6. Be available for counseling and feedback as the need arises.

Training Classes:

- At least one parent/guardian will be required to attend a mandatory meeting about the JZK program. The Junior Zookeeper Coordinator will take this time to inform parents of the rules and regulations each JZK must follow.
- Training sessions will be held on the following dates:

April 18 th	1:00pm - 2:00pm	Parent/Participant Meeting	Rush Pavilion
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May 2 nd	9:00pm – 4:00pm	Training Session Two	Boathouse Basement
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These classes are mandatory. One missed session will be permitted with an excused absence, but must be made up by completing a written assignment on the session's topic. **If more than one class is missed, a parental meeting will be held and may lead to termination from the program.**

- Excused absences include the following: serious personal illness, family illness, death in the family, non-custodial parental visitations, or cancellation of a work day by Columbian Park Zoo. All excused absences must be accompanied by a dated note from a parent/guardian or doctor.

Summer Work Schedule Information

- Work days begin the week of June 1st and continue through August 9th.
- During the summer, each JZK will be scheduled for two shifts per week. The shift times are as follows: 8:00am-12:00pm, 12:00-4:00pm, and 3:00-7:00pm.
- It is the responsibility of the JZK to have reliable transportation to and from assigned shifts at the zoo. If unable to make an assigned shift, they must contact the JZK coordinator in advance.
- Coming in on non-scheduled days is not allowed unless pre-arranged by the JZK Coordinator.
- JZKs are not allowed to start working until a zookeeper is with them. If a supervisor is not present, the JZK must report to the Family Farm Staff Attendant.
- JZKs must adhere to the guidelines presented at the parent/participant meeting, and must sign and agree to the *Columbian Park Zoo Junior Zookeeper Policies and Contract Form* before works shifts begin.
- Additional requirements & expectations, including the disciplinary action plan, are stated in the *JZK Policies & Contract Form*.

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